

Memorandum



Date:

To: Dania Timmons, Assistant Controller
Finance Department - Accounts Payable

From:

Subject: Department Authorized Signatures for Wire Transfers

Return by, Monday, September 26, 2005

Return to: Dania D. Timmons, Finance Department, 111 N.W. 1st Street – Suite 2620.

This form lists the names of the individual(s) authorized by the Department Director to sign wire transfers for the Department.

This authorization, unless changed due to employee transfers, terminations or a reassignment of duties, will be effective for fiscal year 2005-06. Any subsequent updates required are to be forwarded to the Finance Department.

<u>NAME</u> <u>TYPE OF PRINT</u>	<u>DEPT.</u> <u>NO.</u>	<u>DIV.</u> <u>NO.</u>	<u>SIGNATURE</u>
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